VICTOR ATIYEH
GOVERNOR

Department of Land Conservation and Development

1175 COURT STREET N.E., SALEM, OREGON 97310-0590 PHONE (503) 378-4926

M E M O R A N D U M

April 24, 1985

TO: 1983-85 Maintenance Grant Recipients

FROM: James F. Ross, Director

SUBJECT: MAINTENANCE GRANT REPORTING

Status reports of Maintenance Grant activity and expenditures as of April 30, 1985 are due by June 15, 1985. The enclosed reports should be completed and returned to The Department of Land Conservation & Development, 1175 Court St. NE, Salem, OR 97310.

Please note that the form has been revised, and to make your reporting easier we have completed section A(1.) according to our records. Please verify the information we have provided and complete the report.

ACKNOWLEDGED JURISDICTIONS

Acknowledged jurisdictions are required to expend maintenance funds by April 30, 1985. Due to State budgetary restrictions, all funds not expended for work performed by April 30, 1985 must be returned to the Department with the closeout report.

CONTINUED JURISDICTIONS

Jurisdictions receiving continuance funding may expend the funds only during the continuance grant period, and should pay special attention to the reporting period shown on line two. These dates have been adjusted to reflect extensions granted by the Land Conservation & Development Commission. The balance remaining at the end of the reporting period must be returned to the Department with the closeout report.

Should you have any questions or need assistance with this report, please contact Ms. Sherry Tatom, Agency Accountant in Salem at 378-8067.

JFR:st
3683DST/140C

DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT
Plan Maintenance Grant Report (due before June 15, 1985)

City/County: City of Elgin

Report for Period: July 1, 1983 to April 30, 1985

Grant Amount: $ 2,325.00 Grant # M-83196

A. Cash Report

1. a. Cash balance on hand from prior Maintenance Grant $ -0-
   b. Total LCDC funds granted (for reporting period only): $ 2,325.00

   TOTAL CASH AVAILABLE $ 2,325.00

2. Expenditures, by type, during this grant period:

a.	Personal Services	$ 1072.42
b.	Supplies and Services	$ 119.01
c.	Contracts	$ 1133.57
d	Other	$ -0-

TOTAL EXPENDITURES $ 2,325.00

3. Remaining Cash Balance (Return funds to DLCD) $ -0-

B. Maintenance Activity

Briefly describe the comprehensive plan maintenance work undertaken during this period.

Grant funds were expended to develop revisions to the City's Land Use Plan and Zoning ordinance to bring them into compliance with the statewide planning goals and guidelines. Expenditures since May, 1984 have been administrative in nature. They have included day to day individual applications requests & revisions.

C. Certification

I hereby certify, as a duly authorized official, that this is a complete and accurate statement of expenditures. I further certify that financial records are available to support this statement.

Betty Hulse
Signature

Title: City Recorder/Admin.

Date: April 29, 1985

Upon completion, mail one copy to:

Department of Land
Conservation and Development
1175 Court Street NE
Salem, OR 97310

GB:ST
4455A2/21C

CITY OF ELGIN

LCDC MAINTENCE GRANT

JULY 1, 1983--APRIL 30, 1985

FINAL ACCOUNTING

Grant funds were expended to develop revisions to the City's Land Use Plan and Zoning Ordinance to bring them into compliance with the statewide planning goals and guidelines. Expenditures since May 1984 have been administrative in nature. They have included day to day individual application requests and revisions to the Plan/Zoning Maps.

Personal Services	
Betty Hulse: 91.4 hrs. x $8.80/hr.=	*$804.32*
Karen DuPuis: 47.2 hrs. x $5.56/hr.=	*$268.10*
	$1072.42
Supplies & Services	
Public Notices & Copies	*$119.01*
Contractual Services (Hanley Jenkins, II)	
Plan Preparation	*$994.29*
Administration	*$139.28*
	$1133.57
Other	———
TOTAL	*$2325*

April 28, 1985

Betty Hulse, Recorder
City of Elgin
P.O.Box 128
Elgin, Oregon 97827

Dear Betty:

Please find attached the final accounting for the City of Elgin LCDC Maintenance Grant from July 1, 1983 to April 30, 1985, Per your request.

I have reviewed my files and identified a total of 5 hours and one trip to Elgin since May 3, 1984, to assist the City with administrative applications and the acknowledgement of the City Plan and Ordinances.

Hours:

May 3, 1984 to April 30, 1985-----5 hrs.
5 hrs. x $25/hr. = $125.00

Expenses:

Mileage--68 miles x $0.21/mile = $14.28

TOTAL------$139.28

Therefore, my final bill on the above grant is $139.28. If I can be of any assistance on future land use issues in the City or on this or future grants please feel free to contact me.

Sincerely,

Hanley Jenkins, II

Hanley Jenkins, II
Consulting Planner